

# **The Oaks Club & Catering Complex Policies & Information**



# Oaks Club & Catering Complex Policies & Information

**Reservations:** Reservations for use of the facilities may be made by telephone or in person. Verbal reservations are considered tentative until a private party contract is prepared by the Oaks representative and signed by the host. A UIC number, tax ID number or personal social security number must be provided to confirm a reservation. Each function will be assigned a **Private Party Contract that must be signed by the patron and his/her designated authorized sponsor** to guarantee a room, date and time. It is customary that a deposit be made. (Certain exceptions may apply). Deposits are refundable only if a cancellation is made outside of 30 days prior to the function. Advance reservations will be accepted up to one year in advance.

**Guarantee:** **Guaranteed “no less than” number of guests** must be provided to the catering department 5 days prior to the event. A final guarantee of the number of guests to be served must be provided no less than 48 hours in advance of the scheduled function.

**Times:** Times are based on a four-hour core time. Any extended times must be contracted in advance and may be charged extra for every half-hour there after.

**Payments:** The person signing the Private Party Contract is responsible for payment. Payment in full is due upon completion of the function.

Final computation of private party contracts will use the greater of the two:  
Number of guaranteed guests or actual number of guests served  
Service charges and gratuities are charged at a single rate of 20% and added to the total food and beverage bill on the contract.

**Leftovers:** **LEFTOVERS MAY NOT BE REMOVED FROM THE CLUB PREMISES** nor can any food or beverage be brought into the club in accordance with club policy (instruction BUPERSINST 1710.13A). The only exception to this rule is ceremonial cakes. An additional charge may be necessary for set-up, service and clean up for patrons providing ceremonial cakes.

**Decorations:** All decorations used must be flame proof. Table decorations are permitted with some candle restrictions. Management must approve all room decorations. Glitter, sand or the like may be used in a contained plate, platter or orb globe only. No helium or air filled balloons can be put outside of the room.

**Entertainment:** Entertainment contracted by the host will be subject to review and approved in advance by the Oaks Manager. Entertainment must be in compliance with Navy Entertainment and Fire Department standards.

**Security:** **For the security of this installation, facility and patrons, an alphabetized guest listing is required 72 hours in advance of any event. This listing should include any personnel anticipated to attend, DJ or band members, florists, bakers, etc. Also, any person that may require access to the facility in advance of the starting time of your event, ie: decorating committee, deliveries of prizes, cakes, etc., should be annotated. Invitation/Bulletins, etc., announcing your special event should indicate that a valid photo ID will be required by all persons entering this installation. (Be sure to include point of contact, name of event, date and start to finish times.)**

The host holds all responsibility for damage or loss of any personal equipment, merchandise or personal belongings. The host may be held accountable for actions of their guests including: damage caused by their guests, underage drinking and consumption of unauthorized alcohol brought to the club.

**I have read and understand the above policies and information.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*❧* **Tournament Lunches** *❧*  
**\$7.50 per person - Service charge included**

**Choice of One**

*Grilled Chicken*  
*Hamburgers & Hot Dogs*  
*BBQ Pork*  
*Deli Sandwiches*  
*Assorted Wraps*

**Choice of One**

*Potato Chips*  
*Pretzels*

**Choice of One**

*Potato Salad*  
*Cole Slaw*  
*Macaroni Salad*  
*BBQ Beans*

*Lunch includes one soft drink.*  
*Lunch can be served in the Dining Room, on the Patio or Tent*  
*(Tent requires a minimum of 72 people)*

*❧* **Beverages for Tournaments** *❧*

**Cart Cooler:** *1 cooler per cart with ice and choice of 4 beverages per two people.*  
*Mix of beer, soda, water or sports drink - \$3 per person*  
*Mix of soda, water or sports drink - \$2.50 per person*

**Cart Tab:** *Beverage cart will keep an open tab for players, unlimited \$ amount to be paid at completion of play. Can include alcohol, soda or specific to non-alcohol only.*

**Drink Tickets:** *Players may receive "drink tickets" from organizer good for a free beverage while on the course. Total \$ amount for drinks redeemed due at completion of play.*

**Case pricing:** *\$36 for domestic beer and \$30 for soft drinks. Distribution of alcoholic beverages must be coordinated by certified employee.*

**Beer Kegs:** *\$125*

**Bloody Mary or Margarita:** *\$11.50 per pitcher or \$22.50 per gallon*

*Food and beverages may not be provided from another source.*



## ❧ Dinner Buffet Menu ❧

*30 person minimum*

**\$12.50**

### **Pick Two**

*Roast Beef*

*Beef Tips with Mushrooms*

*Caribbean Pork*

*Baked Ham*

*Champagne Chicken*

*Tequilla Lime Chicken*

*Seafood Newburg*

*Shrimp Jambalaya **or** Linguini*

### **Pick Three**

*Tossed Salad with Choice of Dressing*

*Caesar Salad*

*Buttered Whole Kernel Corn*

*Green Beans*

*Gingered Carrots*

*Red Beans*

*Collard Greens*

*Riviera Blend Vegetables*

*Italian Blend Vegetables*

*Potato Salad*

*Cole Slaw*

*Macaroni & Cheese*

*Baked Beans*

*Whipped Mashed Potatoes with Gravy*

*Garlic Red-Skinned Mashed Potatoes*

*Roasted Potatoes*

*Rice Pilaf*

*White Rice*

### **\*\* Buffets include \*\***

*Dinner Roll*

*Assorted Dessert Table*

*Iced Tea, Water, Coffee*

*20% Service Charge and Gratuity is not included*





❧ **Themed Dinner Buffet Menu** ❧

*30 person minimum*

❧ **All American Buffet** ❧

**\$11.95**

*Roast Beef or Baked Ham  
Baked or Fried Chicken  
Green Beans and Buttered Corn  
Choice of Two Starches  
Garden Tossed Salad With Dressing  
Freshly Baked Yeast Rolls  
Iced Tea and Coffee*

❧ **Italian Buffet** ❧

**\$12.95**

*Beef and Vegetable Lasagna  
Choice of Pasta Shapes  
Marinara Sauce and Alfredo Sauce  
Beef Meatballs  
Garlic Breadsticks  
Caesar Salad With Croutons and Parmesan Cheese  
Iced Tea and Coffee*

❧ **Oriental Buffet** ❧

**\$10.95**

*Sweet and Sour Pork  
Teriyaki Chicken  
Fried and White Rice  
Stir Fry Vegetables  
Mini Egg Rolls  
Garden Fresh Tossed Salad with Dressing  
Iced Tea and Coffee*



❧ **Southern Barbeque Buffet** ❧  
**\$11.95**

*Sliced Roast Beef  
BBQ or Fried Chicken  
Corn on the Cob  
Collard Greens  
Cole Slaw or Potato Salad  
Baked Beans  
Homemade Cornbread  
Iced Tea and Coffee*

❧ **Mexican Buffet** ❧  
**\$12.95**

*Make your own Fajitas, Taco's and Nacho Grande Salad  
or  
Make your own combination of Mexican Cuisine  
Iced Tea and Coffee*

❧ **Seafood Buffet** ❧  
**\$15.95**

*Fried Fish and Baked Chicken  
Crab Linguini or Shrimp Jambalaya  
Green Beans and Buttered Corn  
Garden Fresh Salad with Dressing  
Rolls with Butter  
Iced Tea and Coffee*

## **Hors D'Oeuvres**

### For All Occassions

<i>Seasonal Fresh Fruit Selection</i> .....	\$150.00
<i>Vegetable Tray</i> .....	55.00
<i>Marinated Vegetables.</i> .....	75.00
<i>Deviled Eggs.</i> .....	55.00
<i>Gourmet Sliced Meats - Roast Beef, Smoked Turkey, Glazed Ham.</i> .....	125.00
<i>Assortment of Finger Sandwiches - Tuna Salad, Pimiento Cheese, Chicken Salad.</i> . . .	65.00
<i>Tortilla Wraps - Chicken Caesar, Southwest Chicken</i> .....	135.00
<i>Traditional Medium Boiled Shrimp with Cocktail Sauce</i> .....	125.00
<i>Small Assorted Cheese Tray with Crackers</i> .....	65.00
<i>Large Assorted Cheese Tray - with Crackers</i> .....	110.00
<i>Tortilla Chips with Mexican Dips - Queso Con Carne, Queso &amp; Peppers, 3-Layered.</i> . .	45.00
<i>Chips &amp; Salsa</i> .....	35.00
<i>Chips &amp; Ranch.</i> .....	25.00
<i>Spinach Pinwheels.</i> .....	75.00
<i>Italian Brochette.</i> .....	75.00
<i>Spinach &amp; Artichoke Dip - served with tortilla chips.</i> .....	75.00
<i>Selected Seafood Dip</i> .....	65.00
<i>Crawfish, Oysters Rockefeller or Crab - served with a variety of crackers</i>	
<i>Brie en Croute.</i> .....	65.00
<i>Chicken Wings - Buffalo, Breaded, Honey Dijon</i> .....	75.00
<i>Charbroiled Chicken Breast Tenders</i> .....	85.00
<i>Lime, Teriyaki, Creole Roasted, Barbeque, Greek Style, Caribbean Jerk, Southwestern</i>	
<i>Chicken Breast Tenders - Traditional with assorted dipping sauces</i> .....	68.00
<i>Meatballs - Sweet &amp; Sour, Swedish, Italian, Barbeque.</i> .....	45.00
<i>Pigs-in-a-Blanket - Cocktail Smokies wrapped in a flaky crust</i> .....	75.00
<i>Barbeque Cocktail Smokies</i> .....	45.00
<i>Lumpia</i> .....	90.00
<i>Mini Egg Rolls</i> .....	85.00
<i>Southwestern Egg Rolls.</i> .....	185.00
<i>Marinated Beef Skewers - Italian, Greek, Southwestern, Teriyaki</i> .....	75.00
<i>Stuffed Mushrooms</i> .....	65.00
<i>Fried Catfish Menuire</i> .....	55.00
<i>Coconut Shrimp with Melon Salsa</i> .....	135.00
<i>Crawfish Cakes</i> .....	85.00
<i>Crab Cakes</i> .....	95.00
<i>Bacon Wrapped Sea Scallops</i> .....	65.00
<i>Rumaki.</i> .....	55.00

## **Carved Meat Selections**

<i>Inside Round of Beef</i> .....	\$10.00/lb
<i>Whole Tom Turkey</i> .....	10.00/lb
<i>Baked Ham</i> .....	12.00/lb
<i>Traditional or Orange Glazed</i>	

❧ **House Wine** ❧  
**\$12.95 per Carafe**

*Inglenook*  
*Burgundy*  
*Franzia Chardonnay*  
*White Zinfandel*

❧ **Champagne** ❧

*Korbel Extra Dry* ..... \$15.95  
*Barefoot Bubbly* ..... \$15.00  
*Ballatore Grande Spumate* .. \$12.00

If you request a special label or vintage of wine,  
we will do our best to provide it if it can be purchased by law within the State of Florida.

❧ **Party Punches** ❧

All Alcoholic Punches  
\$35.00 per gallon

*Champagne Punch*  
*Honolulu Punch*  
*Mimosa Punch*  
*Bloody Mary*  
*Margarita Punch*  
*Screwdriver Punch*

❧ **Non-Alcoholic Punches** ❧

\$10.00 per gallon

*Fruit Punch*  
*Strawberry Punch*  
*Lemonade Punch*  
*Cranberry Punch*  
*Sherbet Punch - Orange or Lime*  
*Sparkling White Grape Juice Punch*

❧ **Other** ❧

*Coffee* . . \$5.00 per pot / \$30.00 per gallon  
*Iced Tea* . . \$5.00 per pitcher / \$30.00 per 3 gallons  
*Soda* . . \$6.00 per pitcher / \$24.00 per case

❧ **Desserts** ❧

**\$1.95**

*Apple Pie*  
*Sherbet*  
*Banana Pudding*  
*Ice Cream*  
*Pumpkin Pie*  
*Cherry Pie*

**\$2.95**

*Pecan Pie*  
*French Silk Pie*  
*Key Lime Pie*  
*Black Forest Trifle*  
*Strawberry Shortcake*

**\$3.95**

*Carrot Cake*  
*Chocolate Cake*  
*Walnut Cake*  
*Chocolate Mousse*  
*Pumpkin Mousse*  
*Cheesecake*  
*Cream Puffs*  
*Chocolate Torte*  
*Tuxedo Strawberries*



## ❧ Breakfast/Brunch Affair ❧

<i>Elite Danish Assortment (25 pieces)</i> . . . . .	\$40.00
<i>Assorted Demi Danishes (25 pieces)</i> . . . . .	\$20.00
<i>Fresh Fruit Salad (4 oz.) per serving</i> . . . . .	\$ 1.25
<i>Sausage Biscuits (25 pieces)</i> . . . . .	\$35.00
<i>Coffee/Tea (100 cups)</i> . . . . .	\$50.00
<i>Orange Juice per person</i> . . . . .	\$1.00
<i>Assorted Muffins (per dozen)</i> . . . . .	\$9.00
<i>Fresh Bagels (per dozen)</i> . . . . .	\$15.00
<i>Croissants (per dozen)</i> . . . . .	\$15.00
<i>Cinnamon Rolls (per dozen)</i> . . . . .	\$20.00

## ❧ Breakfast Buffet ❧

**\$6.00 per person**

*Scrambled Eggs, Bacon, Sausage, Hash Browns, Grits,  
French Toast or Pancakes, Sausage Gravy  
Assorted Muffins/Pastries, Biscuits, Fresh Fruit Salad*

~ or ~

*Belgium Waffles with Toppings, Creole Frittata,  
Sliced Ham, Bacon, Fresh Fruit Kabobs*

~ or ~

*Croissants, Bagels, Biscuits, Assorted Spreads, Sandwich Omelet,  
Assorted Juices, Fresh Fruit, Yogurt*

## ❧ Continental Breakfast ❧

**\$2.50 per person**

*Includes Coffee, Iced Tea & Water*

### **Pick 1**

*Muffins & Scones  
Bagels & Cream Cheese  
Doughnuts & Danishes*

*Add Juice . . . . . \$ .50  
Add Yogurt . . . . . \$1.00  
Add Fruit. . . . . \$1.50*

